

## MEETING NOTICE

**TO:** Budget, Finance & Investment Committee

**FROM:** Joyce Ealy, Chairman

**TIME:** Thursday, January 10, 2013 – 5:30 P.M.

**PLACE:** Courthouse, Room 205

### AGENDA

1. Approve Minutes
2. Investment Report
3. Fund Condition Report
4. Risk Management Report
5. General Fund Budget Amendments:
  - A. Property Assessor & Reappraisal
  - B. Correctional Work Center
  - C. County Attorney
  - D. Jail
  - E. Miscellaneous Refunds/Development Tax
6. Contribution Agreement with USDA Natural Resources Conservation Service
7. General Capital Projects Amendments
8. Other Business

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**To also include items that may be forwarded by Public Works Committee or any other committee after agenda is mailed.**

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cc: Commissioners  
Ernest Burgess  
Jim Cope  
Teb Batey  
News Media

In Accordance with ADA (AMERICANS WITH DISABILITIES ACT), any disabled persons requiring accommodations for participation in the meeting should contact the Finance Department (898-7795) at least two working days prior to the meeting in order that appropriate accommodations can be made.

## EXPLANATION OF AGENDA ITEMS

1. The minutes of the December 6, 2012 Budget Committee meeting will be presented for approval.
2. Mr. Teb Batey, Trustee, will present the monthly Investment Report.
3. The Finance Director will present the Fund Condition Report for the month ending December 31, 2012
4. Risk Management Report:
  - A. The Insurance Director will be presenting the monthly Insurance Financial Report.
5. **General Fund Budget Amendments:**
  - A. The Property Assessor will be requesting approval of the following budget amendment to transfer \$10,000 from the Property Assessor Gasoline Account to the Reappraisal Gasoline Account:

From: 101-52300-425 – Property Assessor Gasoline -	\$10,000
To: 101-52310-425 – Reappraisal Gasoline -	\$10,000
  - B. The Correctional Work Center Superintendent will be requesting approval of the following budget transfer to provide sufficient funding for Maintenance & Repair of Buildings and Maintenance and Repair of Equipment for work being done on the chiller:

From: 101-54220-399 – Other Contracted Services -	\$12,000
To: 101-54220-335 – Maint./Repair Buildings -	\$ 4,000
101-54220-336 – Maint./Repair Equipment -	8,000
  - C. The County Mayor will be requesting approval of the following budget amendment for the County Attorney to provide for the balance of charges from fiscal year 2012 costs incurred to date and estimates an additional \$15,000 for future charges for services beyond the legal service agreement. The shortage resulted when the county attorney billed for May and June, 2012 expenses totaling \$63,349.90 in December, 2012. Only \$15,448 was available from the prior year to charge to this bill. In addition, the County Attorney's office charges for work performed outside the legal service agreement. No provision was made in the County Attorney's 2012-13 budget for these charges. Through December 2012 the cost of these charges totaled \$13,598:

From: 101-39000 – Unassigned Fund Balance -	\$76,500
To: 101-51400-331 – Legal Services -	\$76,500
  - D. The Sheriff's Department will be requesting approval of the following budget transfer for the Jail for Maintenance and Repair of the Building:

From: 101-54210-707 – Building Improvements -	\$40,000
101-54210-399 – Other Contracted Services -	20,000
To: 101-54210-335 – Maint./Repair Buildings -	\$60,000
  - E. The Finance Director will be requesting approval of the following budget amendment to recognize a refund received from the City of Murfreesboro for the Lane Agri-Park landscaping bond and to return the refund to the Reserve for Capital Projects (Development Tax):

Increase Revenue: 101-44170 – Miscellaneous Refunds -	\$ 8,200
Increase: 101-34585 – Restricted for Capital Projects -	\$ 8,200
6. The County Mayor will be requesting approval of the Contribution Agreement with the USDA Natural Resources Conservation Service, which provides conservation technical assistance for planning and implementation of conservation programs authorized by the 2002 and 2008 Farm Bills for NRCS that are of mutual interest to Rutherford County and

## Explanation of Agenda Items (cont'd)

NRCS. Rutherford County will provide at least two-thirds of the cost estimated at \$20,000 for the period of September 1, 2012 through August 31, 2013.

7. The Finance Director will be requesting approval to transfer the remaining balance of \$37,112.10 in the Jail Expansion (Kitchen) Project to the Fire and Rescue Project for the construction of the Midland-Fosterville Fire Station. She will also be requesting to close the remaining balance of \$1,697.74 in the Stewarts Creek Farms Project back to the Restricted for Capital Projects Account in the General Fund. The Stewarts Creek Farms Project is complete.
8. Other Business.